

MEMORANDUM

To: Board of Regents
From: Board Office
Subject: Revisions to Regent Merit System Classification System
Date: December 4, 2003

Recommended Action:

Approve the following revisions to Regent Merit System Classification System.

Executive Summary:

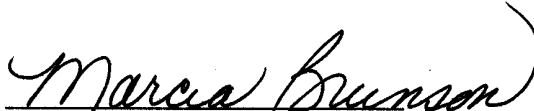
Administrative Rules Requirement • Iowa Administrative Code, 681-3.26 requires that the changes to the classification plan of the Regent Merit System be approved by the Board prior to implementation.

Proposed Revisions • Two new classifications are proposed:
Phlebotomist I, pay grade 4 (\$21,840 – \$31,084)
Phlebotomist II, pay grade 5 (\$22,825 – \$32,467)
• The University of Iowa proposed these additions and consulted with ISU and UNI in the development of the descriptions. At the present time, the new classifications would be used solely at the UIHC.
• In the past, phlebotomy services have been provided by staff in other classifications. The demand for such services has increased especially in the outpatient area, and it is felt that having a well-trained, consistent phlebotomy team will be more efficient.

AFSCME notification • Since the changes apply to classifications in the AFSCME Technical Bargaining Unit, the proposal was sent to the union for review and approval. No comments were received from the union.
• Copies of the class descriptions are included in the Regent Exhibit Book.

Comparable
worth

- The pay grade assignment of the new classification has been made through application of the job evaluation instrument. This instrument, through a point factor system, evaluates classifications on skill, effort, responsibility and working conditions. This is done in compliance with the state law on comparable worth (Iowa Code §70A.18).
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Marcia R. Brunson

Approved: 

Gregory S. Nichols